March 5, 2020

MEMORANDUM TO:

OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors, SGOD and CID
Elementary and Secondary School Principals
Public Schools

2020 SEARCH FOR OUTSTANDING PUBLIC OFFICIALS AND EMPLOYEES

Attached is DepEd Unnumbered Memorandum from Atty. Revsee A. Escobedo, Undersecretary for Field Operations and a letter from Ms. Judith A. Dongallo-Chicano, Director IV, CSC dated February 27, 2020, re: “2020 Search for Outstanding Public Officials and Employees”, content of which is self-explanatory for information and guidance of all concerned.

Immediate and wide dissemination of this Memorandum is desired.

For:

SHERYLL T. GAYOLA
Education Program Supervisor
Officer-in-Charge
Office of the Schools Division Superintendent

By:

ELISA O. CERVEZA
Chief Education Supervisor, CID
OIC, Office of the Assistant Schools Division Superintendent
OIC, Office of the Schools Division Superintendent
MEMORANDUM

TO: Undersecretaries
Assistant Secretaries
Bureau Directors
Regional Directors
Schools Division Superintendents
Heads Public and Private Elementary and Secondary Schools
All Others Concerned

FROM: ATTY. REYSEE A. ESCOBEDO
Undersecretary
Field Operations, HR-EWD & PD, and DEACO

SUBJECT: 2020 SEARCH FOR OUTSTANDING PUBLIC OFFICIALS AND EMPLOYEES

DATE: 24 February 2020

1. The Civil Service Commission (CSC), under the auspices of the Honor Awards Program (HAP), announces the 2020 Search for Outstanding Public Officials and Employees.

2. The Search aims to recognize outstanding public officials and employees, individuals and/or group of individuals, who have shown excellent or utmost dedication and commitment in the public service.

3. The Program on Awards and Incentives for Service Excellence (PRAISE) Committee shall screen and evaluate all nominations for the different types of awards. The nominations must be duly signed by the chairperson of the PRAISE Committee or its equivalent and the Secretary shall approve/recommend the nomination.

4. The accomplished forms must be submitted together with the complete set of nomination documents to the Department of Education (DepEd) PRAISE Committee through the Employee Welfare Division (EWD), DepEd Central Office at DepEd Complex, Meralco Avenue, Pasig City not later than March 13, 2020. This is to give time for the PRAISE Committee to evaluate nominees before endorsing the same to the CSC by March 31, 2020.
5. A copy containing the mechanics, requirements, procedures and nomination forms (HAP Forms No. 1, 2, 2-A, and 3) for nominations are enclosed. These documents and other related materials may be downloaded at the CSC website: www.csc.gov.ph.

6. Equal Opportunity Principle (EOP) shall be exercised to underscore the Department’s policy of no discrimination against any employee for rewards and recognition regardless of age, gender, civil status, disability, religion, ethnic group and political beliefs.

7. For more information, all concerned may contact the HAP Secretariat through (02) 8931-7993 and (02) 8932-0381; and email address hapsecretariat@yahoo.com.

8. Immediate dissemination of this Memorandum is desired.

Encls.:

Nomination Forms (2019 Format)
MC No. 01, s. 2019 (Revised Guidelines on mechanics, requirement, procedures)
Civil Service Commission National Capital Region

24 January 2020

Ms. SHERYLL T. GAYOLA
Officer-in-Charge, Office of the Schools Division Superintendent
School Division Office – Marikina
Department of Education – NCR
Shoe Avenue, Sta. Elena, Marikina City

Dear OIC-SDS Gayola:

Greetings from the Civil Service Commission National Capital Region!

We are pleased to inform you that the 2020 Search for Outstanding Government Workers has officially commenced through CSC Memorandum Circular No. 01, s. 2020. The guidelines for this year’s search are provided in CSC Memorandum Circular No. 01, s. 2019, dated February 13, 2019.

The Honor Awards Program (HAP) covers all elective officials and appointive officials and employees holding permanent, temporary, coterminous, contractual, and casual status of employment in the government, whether stationed in the Philippines or abroad.

Appointive barangay officials and employees may also be nominated, provided they meet all the conditions pursuant to CSC Resolution No. 011352 on the “Recognition of the Barangay Secretary and Barangay Treasurer as Government Employees”, dated August 10, 2001.

Posthumous nominations may be made for public servants who died in the line of duty or in the pursuit of their official duties and responsibilities as civil servants. Posthumous nominations should be formalized within 12 months from the time of death of the government officials or employees.

Award Categories

A. Outstanding Work Performance

- Presidential Lingkod Bayan (PLB) Award is conferred to an individual or group comprised of five members for exceptional or extraordinary contributions resulting from an idea or performance that had nationwide impact on public interest, security, and patrimony.
- Civil Service Commission Pagasa (Pagasa) Award is conferred to an individual or group comprised of five members for outstanding
contribution/s resulting from an idea or performance that directly benefit more than one department of the government.

B. Exemplary Ethical Behavior
- Outstanding Public Officials and Employees or the Dangal ng Bayan (DnB) Award is conferred to an individual for performance of an extraordinary act or public service and consistent demonstration of exemplary behavior on the basis of observance of eight norms provided under Republic Act No. 6713:

1. Commitment to Public Interest
2. Professionalism
3. Justness and Sincerity
4. Political Neutrality
5. Responsiveness to the Public
6. Nationalism and Patriotism
7. Commitment to Democracy
8. Simple Living

In order to acknowledge the outstanding contribution, achievements, and performance of the women and men in the bureaucracy, we solicit your utmost support to nominate qualified officials and employees of your agency in any of the three (3) aforementioned categories.

The deadline for submission of nominations in our CSC Field Offices is on March 31, 2020. For the HAP guidelines, nomination forms, information, and assistance, you may visit the CSC website, www.csc.gov.ph, the CSC NCR Facebook page, CSC National Capital Region, the CSC NCR Field Office nearest you, or call the Public Assistance and Liaison Division (PALD) at telephone numbers 8740-8412 local 201 and 8781-5878.

We are hoping for your utmost support on this endeavor to give recognition to government exemplars and promote the culture of integrity and excellence in the bureaucracy.

Very truly yours,

JUDITH A. DONGALLO-CHICANO
Director IV

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